



Guru Gobind Singh Indraprastha University
Sector 16-C, Dwarka, New Delhi-110075, Website: www.ipu.ac.in

EXAMINATION DIVISION

A.D. Lamba
Officer Incharge (Conduct)

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Ref. No.: GGSIPU/Exam/IC-II/

Dated: 13.10.2011

NOTICE

Sub.: Schedule for collection & submission of Registration Chart(s) for MCA Programme of all the Affiliated Institutes/Colleges for End Term December-January, 2011-2012 Examination.

All the Affiliated Institutes/Colleges Conducting MCA are hereby informed that the Registration Charts (RCs) for the End Term December-January, 2011-2012 Examination (Regular & Reappear) have been processed. All Affiliated Institutes/Colleges are hereby directed to collect the RCs from Conduct Branch-II, Examination Division, Sector 16-C, Dwarka, New Delhi-110075 on 14.10.2011 (Friday) at 03:00 PM positively. These RCs duly checked & signed by the Students and verified by the Principal / Director of the respective Institutes/Colleges are to be submitted back along with reappear fees to the Conduct Branch-II, Examination Division, Dwarka Campus by 21.10.2011 (Friday) by 03:00 PM positively. All are requested to kindly go through the Covering Letter/Instructions attached with the RCs. **All the Affiliated Institutes/Colleges are also requested to submit a single Bank Draft/Demand Draft. In case of more than one DD, the same should be provided in the format given below in Soft and Hard Copy:**

S.No.	Bank Name	DD No.	MICR Code	Amount
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Besides above, Principal/Director of Affiliated Institutes/Colleges are also requested to provide the following lists at the time of submission of Registration Chart(s) without fail:

1. List of student(s) detained during the last academic session i.e. 2010-2011 and sought readmission during the academic year 2011-2012.
2. List of students who could not acquire requisite credits for promotion to next year and wish to appear as re-appear in the forthcoming examination.
3. List of students who could not acquire requisite credits for promotion to next year and sought readmission during the academic session 2011-2012.

(A.D. Lamba)

Copy to:

1. Finance Officer-II, GGSIPU.
2. PS to COE for kind information of Controller of Examinations please.